

## Trustee Eligibility Declaration

<b>Name:</b>	
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### **Purpose**

The charity requires all trustees to certify on an annual basis that they are not aware of any information which might question their ability to continue as a trustee of Barnes Cotton District Charity.

This questionnaire, although wide-ranging addresses specific matters. Respondents must also disclose any information which ought to reasonably be brought to the charity's attention.

### **Data Protection Notice**

For the purposes of the Data Protection Act 1998 Barnes Cotton District Charity will be the data controller responsible for the processing of your personal information. Barnes Cotton District Charity will only process information provided on this form for the purposes of assessing ongoing fitness and propriety to hold trustee status. Your data may include "sensitive information". The Act describes "sensitive information" as information about your racial or ethnic origin, political opinions, religious beliefs or beliefs of a similar nature, trade union membership, physical or mental health conditions, sexual life, criminal record, pending court proceedings or any alleged offence.

The following questions should be answered by entering a tick in the appropriate box. In any case where a tick is entered in the 'YES' box please provide further detail on Page 5 adding additional pages if required.

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Question	Answer
<p>1. Have you ever been convicted of any offence involving fraud, theft, false accounting, money laundering, bribery or other dishonesty or an offence (whether or not in the United Kingdom) relating to charities, companies, building societies, industrial and provident societies, credit unions, friendly societies, insurance, banking or other financial services, insolvency consumer credit or consumer protection, money laundering, market manipulations or insider dealing?</p> <p><b>Note:</b> convictions spent under the Rehabilitation of Offenders Act 1974 must be included.</p>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<p>2. Have you ever been convicted of any offence for misconduct in a public office, perjury or perverting the course of justice?</p> <p><b>Note:</b> convictions spent under the Rehabilitation of Offenders Act 1974 must be included.</p>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<p>3. Are you, or have you ever been, on the sex offenders register?</p>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<p>4. Have you ever been convicted of an offence under Counter Terrorism Acts or the Serious Crime Act 2007?</p> <p><b>Note:</b> convictions spent under the Rehabilitation of Offenders Act 1974 must be included.</p>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<p>5. Have you ever been convicted for contempt of Court?</p> <p><b>Note:</b> convictions spent under the Rehabilitation of Offenders Act 1974 must be included.</p>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<p>6. Are you the subject of any criminal proceedings?</p>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<p>7. Do you have any convictions for offences other than those listed in 1 to 5 above which are not spent, whether or not in the United Kingdom (excluding traffic offences unless these resulted in a ban from driving or involved in driving without insurance)?</p>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<p>8. Are you, or have you ever been, the subject of any civil proceedings, arbitration or litigation, including proceedings that may lead to a County Court Judgement (CCJ) or other judgement debts, in the United Kingdom or elsewhere?</p>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<p>9. Are you aware of any intention for such proceedings to be brought in the future?</p>	Yes <input type="checkbox"/> No <input type="checkbox"/>

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Question	Answer	
10.	Do you have any judgement debts (including CCJs) made under a court order still outstanding, whether in full or in part?	Yes <input type="checkbox"/> No <input type="checkbox"/>
11.	Have you ever failed to satisfy any such judgement debts within one year of making the order?	Yes <input type="checkbox"/> No <input type="checkbox"/>
12.	Are you, or have you ever been, the subject of bankruptcy proceedings, or proceedings for the sequestration of your estate?	Yes <input type="checkbox"/> No <input type="checkbox"/>
13.	Have you ever entered into a deed of arrangement or an individual voluntary arrangement (or in Scotland a trust deed) or other agreement in favour of creditors, or are you doing so?	Yes <input type="checkbox"/> No <input type="checkbox"/>
14.	Have you ever been found guilty of conducting any unauthorised regulated activities or been or been investigated for possible conduct of unauthorised regulated activities?	Yes <input type="checkbox"/> No <input type="checkbox"/>
15.	<p>Have you ever, in the United Kingdom or elsewhere:</p> <ul style="list-style-type: none"> <li>• Been refused entry to, or been dismissed or requested to resign from, any profession, vocation, office or employment, or from any fiduciary office or position of trust, whether or not remunerated?</li> <li>• Been refused, restricted in, or had suspended, the right to carry on any trade, business or profession for which specific licence, authorisation, registration, membership or other permission is required?</li> <li>• Been disqualified by a court from acting as a director of a company or from acting in a management capacity or conducting the affairs of any company, partnership or unincorporated association?</li> <li>• Been removed as a trustee by the Charity Commission or High Court due to misconduct or mismanagement?</li> </ul>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
16.	In respect of activities regulated by the Charity Commission or any other regulatory body, have you, or has any charity, company, partnership or unincorporated association of which you are or have been a trustee,	

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<p>director, senior manager, partner or company secretary, during your association with that entity and for a period of three years after you ceased to be associated with it, ever:</p> <ul style="list-style-type: none"> <li>• Been refused, had revoked, restricted or terminated, any license, authorisation, registration, notification membership or other permission granted by any such body?</li> <li>• Been criticised, censured, disciplined, suspended, expelled, fined, or been the subject of any other disciplinary or intervention action by any such body?</li> <li>• Resigned whilst under investigation by, or been required to resign from, any such body?</li> <li>• Disobeyed a Charity Commission order?</li> </ul>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>17. Has any charity, company, partnership, or unincorporated association of which you are or have been a trustee, director, senior manager, partner, or company secretary, in the United Kingdom or elsewhere, at any time during your involvement or within one year or such an involvement:</p> <ul style="list-style-type: none"> <li>• Been put into liquidation, wound up, ceased trading, had receiver or administrator appointed or entered into any voluntary arrangement with its creditors?</li> <li>• Been adjudged by a court liable for any fraud, wrongful trading or other misconduct?</li> <li>• Been investigated or been involved in an investigation by an inspector under companies or any other legislation, or required to produce documents to the Secretary of State, or any other authority, under such legislation?</li> <li>• Been convicted of any criminal offence, censured, disciplined or publicly criticised, by any inquiry, by the Takeover Panel or any governmental or statutory authority or any other regulatory body?</li> </ul>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>18. Are you aware of any business interests, employment obligations, or any other situations which may conflict with your performance as a trustee?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>19. Have you completed an Additional Information Sheet?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>

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Question	Answer

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## Additional Information Sheet

Question No:	Additional Information

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**Declaration:**

*I declare that the information I have given is, to the best of my knowledge, true and correct and I am not aware of any other information which ought to reasonably be brought to the attention of Barnes Cotton District Charity. I understand that giving false information may be grounds for termination of appointment.*

*I consent to the processing of my personal information for the purposes of confirming my suitability to be a trustee of Barnes Cotton District Charity.*

Signed:

Name:

Date: